

**EFFECTIVE**

August Bridges release 2012.

**Subject(s)**

1. Required hours change for FIP.
2. Family Automated Screening Tool (FAST) and Family Self-Sufficiency Plan (FSSP) requirement for RAPC applicants and recipients no longer applies.
3. RAPC Noncompliance Definition.
4. Automation of the DHS-2444, Notice of Noncompliance.

**1) REQUIRED  
HOURS CHANGE  
FOR FIP****BEM 228****FIP only**

A FIP household containing two parents, where one parent is a recipient of SSI and the other parent is a FIP group member/WEI, regardless of the age of the youngest child in the group, has a 30 hour requirement.

*Reason:* Clarification of federal regulations.

*Communication Plan:* What's New.

**2)FAST/FSSP  
REQUIREMENT FOR  
RAPC NO LONGER  
APPLIES****BEM 228****RAPC only**

Applicants and recipients of the Refugee Assistance Program Cash (RAPC) are not required to complete the FAST or FSSP issued from Bridges. These individuals complete a Refugee Family Self-Sufficiency Plan (RFSSP) with the Refugee Contractor (RC).

*Reason:* Change in Office of Refugee Services (ORS) State Plan.

*Communication:* What's New.

**3) RAPC  
NONCOMPLIANCE  
DEFINITION****BEM 233C****RAPC Only**

Noncompliance of applicants, recipients, or member adds includes any of the following, without good cause:

- Failing or refusing to:
  - Comply with activities assigned to the Mandatory Participant (MP) on the RFSSP created with the RC.
  - Accept a job referral and/or offer of employment.
  - Register/participate with the refugee employment program provider for employment services.
  - Participate in any arranged job interview or scheduled appointment.
  - Participate in any employability service program which provides job or language training, which is determined to be available and appropriate for the individual.
  - Participate in a social service or targeted assistance program.
  - Participate in any targeted assistance program as available in the area in which the refugee resides.
- Stating orally or in writing a definite intent not to comply with program requirements.
- Threats, physical abuse or other behavior disruptive toward anyone conducting or participating in an employment and/or self-sufficiency-related activity.
- Refusing employment support services if the refusal prevents participation in an employment and/or self-sufficiency-related activity.

*Reason:* Change in Office of Refugee Services (ORS) State Plan.

*Communication:* What's New.

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#### 4) AUTOMATION OF THE DHS-2444, NOTICE OF NONCOMPLIANCE

##### **BEM 233A**

##### **FIP Only**

On the night that the one-stop service center case manager places the participant into triage activity, OSMIS will interface to Bridges a noncooperation notice. Bridges will generate a triage appointment at the local office as well as generating the DHS-2444, which is sent to the participant. The following information will be populated on the DHS-2444:

- The name of the noncompliant individual.
- The date of the noncompliance.
- The dates, if addressing more than one incidence of noncompliance.
- The reason the client was noncompliant.
- The penalty that may be imposed.
- The triage appointment.

Determine good cause during triage and prior to the negative action effective date. Good cause must be verified and provided prior to the end of the negative action period. Good cause must be considered even if the participant does not attend the triage. Good cause may be verified based on information already on file with DHS or the work participation program. Good cause determination must be documented on the *Sanction Detail Screen* within 24 hours of determination.

**Note:** For manually entered noncooperations, the DHS-2444 will be generated upon running EDBC.

##### **BEM 233B**

##### **FAP only**

The DHS-2444 for FAP noncompliance will be automated.

For FAP noncompliance policy, please see BEM 233B.

**BEM 233C****RAPC only**

Noncooperations for participants of RAPC are to be entered manually by the worker. Once the noncooperation information is entered on Bridges and eligibility is run, the DHS-2444 will be automated and sent to the client. Contact the RC case manager to inform them of the triage appointment.

For RAPC noncompliance policy, see BEM 233C.

*Reason:* Policy clarification.

Communication Plan: What's New, Job Aid.

**MANUAL  
MAINTENANCE  
INSTRUCTIONS**